

NOTICE

**THE EINSTEIN GROUP, INC.
BOARD MEETING
Tuesday, November 8, 2011, 6:00 P.M.**

**Einstein Charter School
Village De L'est Community Bldg
5100 Cannes Street, NOLA 70129**

The Board of Trustees of the Einstein Group, Inc. ("Einstein") will meet on Tuesday, November 8, 2011, at 6:00 p.m., at Einstein Charter School, Village De L'est Community Bldg, 5100 Cannes Street, New Orleans, Louisiana 70129.

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES - SEPTEMBER MINUTES

REPORTS OF MANAGEMENT

1. ACADEMIC AND SCHOOL REPORT – SHAWN TORANTO (DISCUSSION ITEM)
2. FINANCE REPORT – DOUG GUIDRY (DISCUSSION ITEM)

OLD BUSINESS

1. TEACHER INCENTIVES – RECOMMENDATION – RYAN BENNETT
2. STATUS OF BY-LAWS – INDIA JAMES, L. JACOBSEN

NEW BUSINESS

1. WELCOME NEW BOARD MEMBER – ATTORNEY LAUREN JACOBSEN
2. INTRODUCTION OF BOARD NOMINEES
3. VOTE ON NEW BOARD MEMBERS
4. ELECTION OF OFFICERS
5. COMMITTEE ASSIGNMENTS
6. REMINDERS OF POSTING DATES AND KEEPING MINUTES
7. COMMUNITY RELATIONS
8. IMPORTANT DATES

ADJOURNMENT

**MINUTES OF THE EINSTEIN CHARTER SCHOOL, INC.
BOARD OF TRUSTEES
Tuesday, September 6, 2011**

I. INTRODUCTION

A meeting of the Board (the "Board") of Trustees of the Einstein Charter School, Inc. ("Einstein" or the "school") was held at Einstein Charter School, Village De L'est Community Bldg. 5100 Cannes Street, New Orleans, Louisiana 70129, on Tuesday, September 6, 2011. The following is a list of both present and absent Trustees:

Present:

- Mr. Ryan Bennette
- Margaret Nguyen
- Dr. Ramona Perkins
- Mr. Roland Doucette

Absent:

- India James
- Gretchen Chase

Also present were: Financial Officer, Mr. Guidry, Board Counsel, Michelle D. Craig and Principal, Shawn Toronto.

II. CALL TO ORDER

The meeting was called to order at 6:08 p.m.

III. REPORTS OF MANAGEMENT

A. Academic and School Report:

1) Ms. Toronto introduced the PTO Board; 2) Ms. Toronto shared several important dates-On September 28th East Bank Collaborative is hosting networking with other boards and on September 22nd the school will have an open house. Additionally, a BESE Forum will be at Dillard University this September; 3) Enrollment is 480; 4) Ms. Toronto discussed a blighted home near the school and the danger to the school; 5) Ms. Toronto discussed a family dispute that occurred on campus and resolution; and 6) Ms. Toronto discussed the presentation of the Guidance Center for mental care services for students.

B. Finance Report:

- 1) The Board members reviewed the synopsis of the accounts regarding the cash on hand, the monthly financial statement, financial statement from the CPA and the yearly audit report. A discussion was undertaken about the same. Questions were proposed by Board members to the financial officer, Doug Guidry.

V. NEW BUSINESS

A. Louisiana Guidance Center Presentation

Presentation by Mike McNeil regarding the "Guidance Center" and its services and specialties; it is a site-based program which receives funding from grants, Medicaid and private funds; Discussion undertaken about using the company for Einstein students.

VI. OLD BUSINESS

- A. The Board discussed dates for the interviews of perspective board members. The proposed dates for interviews are September 27, 28, 29. All names should be submitted by September 16, 2011.
- B. The Board undertook a discussion of the By-Laws and the status of the changes to the same.

VII. NEW BUSINESS

- A. The Board accepted the resignation of Gretchen Chase.

VIII. ADJOURNMENT

There being no further business before the Board, Mr. Roland Doucette made a motion to adjourn and that motion was seconded by Ms. Margaret Nguyen. The meeting was adjourned by unanimous vote at approximately 7:09 pm.

/s/ Michelle D. Craig
Serving as Secretary of Meeting

NEW ORLEANS PUBLIC SCHOOLS
PRINCIPAL/ASSISTANT PRINCIPAL OBSERVATION Evaluation

Administrator _____ School _____ Years in Position _____ Date ____/____/____

PERFORMANCE INDICATORS

CODE: ✓ = Satisfactory N = Needs Improvement ✗ = unsatisfactory

Standard # 1 VISION Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|--|---|
| <input type="checkbox"/> 1. Develops and maintains shared vision | <input type="checkbox"/> 5. Provides opportunities for innovative teaching strategies |
| <input type="checkbox"/> 2. Maintains faculty focus | <input type="checkbox"/> 6. Monitors and revises the school vision |
| <input type="checkbox"/> 3. Maintains open communication with school community | <input type="checkbox"/> 7. Fosters the integration of students into mainstream society |
| <input type="checkbox"/> 4. Brings school vision to life | |

Comments:

Standard # 2 TEACHING AND LEARNING Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|---|--|
| <input type="checkbox"/> 1. Recognizes and promotes effective teaching strategies | <input type="checkbox"/> 4. Encourages and supports the use of methods of student assessment that will enhance learning for all students |
| <input type="checkbox"/> 2. Promotes collaboration and team building among faculty | <input type="checkbox"/> 5. Fosters an environment of high expectations and high standards for student achievement |
| <input type="checkbox"/> 3. Conducts frequent classroom visits and provides feedback to faculty and staff | |

Comments:

Standard # 3 SCHOOL MANAGEMENT Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|---|---|
| <input type="checkbox"/> 1. Maintains a safe, clean school | <input type="checkbox"/> 7. Provides appropriate co/extra-curricular activities |
| <input type="checkbox"/> 2. Implements policies for effective school operation | <input type="checkbox"/> 8. Uses shared decision making in management of the school |
| <input type="checkbox"/> 3. Provides an environment where good discipline is the norm | <input type="checkbox"/> 9. Manages and delegates tasks to attain school goals |
| <input type="checkbox"/> 4. Manages fiscal resources responsibly | <input type="checkbox"/> 10. Uses technology effectively to manage school operation |
| <input type="checkbox"/> 5. Takes steps to build an effective school staff | <input type="checkbox"/> 11. Monitors and evaluates school operation to enhance effectiveness |
| <input type="checkbox"/> 6. Monitors support services responsibly | |

Comments:

Standard # 4 SCHOOL IMPROVEMENT Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|---|--|
| <input type="checkbox"/> 1. Provides for reflection on student standards and school goals | <input type="checkbox"/> 3. Enhances school effectiveness through evaluation and professional development |
| <input type="checkbox"/> 2. Facilitates school-based research; implements changes and their impact on teaching and learning | <input type="checkbox"/> 4. Fosters continuous involvement of school community in promoting high standards in students |

Comments:

Standard # 5 PROF. DEVELOPMENT Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|--|---|
| <input type="checkbox"/> 1. Communicates a focused vision for school and professional growth | <input type="checkbox"/> 4. Engages in professional development and makes such activities available to others |
| <input type="checkbox"/> 2. Assesses the impact of professional development activities on teaching improvement | <input type="checkbox"/> 5. Secure resources for professional growth |
| <input type="checkbox"/> 3. Uses research data to design and implement professional development activities | |

Comments:

Standard # 6 SCHOOL/COMM. RELATIONS Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|---|--|
| <input type="checkbox"/> 1. Is visible and involved in school activities | <input type="checkbox"/> 4. Provides for student involvement in community activities and community involvement in student activities |
| <input type="checkbox"/> 2. Treats members of the community equitably | <input type="checkbox"/> 5. Recognizes and celebrates school successes publicly |
| <input type="checkbox"/> 3. Uses school/community resources to enhance the quality of school programs | <input type="checkbox"/> 6. Communicates effectively with parents & community, both interpersonally and through the media |

Comments:

Standard # 7 PROFESSIONAL ETHICS Performance Indicators Satisfactory Needs Improvement Unsatisfactory

- | | |
|--|--|
| <input type="checkbox"/> 1. Models ethical behavior at school and in community | <input type="checkbox"/> 5. Develops a caring school environment |
| <input type="checkbox"/> 2. Communicates expectations of ethical behavior | <input type="checkbox"/> 6. Provides accurate information without distortion or violating the rights of others |
| <input type="checkbox"/> 3. Respects the rights and dignity of others | <input type="checkbox"/> 7. Addresses unethical behavior |
| <input type="checkbox"/> 4. Minimize bias in self and others | <input type="checkbox"/> 8. Applies laws, policies, and procedures fairly, consistently, wisely, and compassionately |

Comments:

Descriptive Review and Analysis _____

Overall Rating (Evaluation Purposes Only) Satisfactory Needs Improvement/Intensive Assistance Plan Unsatisfactory/Intensive Assistance Plan

_____ Evaluatee's Signature <i>Signature denotes neither agreement nor disagreement. Signature that denotes evaluatee has received a copy of this document as evidence of post-observation conference.</i> White Central Office	_____ Date Pink Evaluator	_____ Evaluator's Signature Canary Evaluatee	_____ Date
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